

MEETING OF THE
BOARD OF LIBRARY TRUSTEES
FEBRUARY 14, 2023
MINUTES

Conducted by Remote Participation

Call to Order

Chair Stephen Quinlan called the meeting to order at 7:19 p.m. In attendance were trustees Heather Calvin, Adam Delmolino, Jonathan Gates, Amy Hampe, Joyce Radochia, and Stephen Quinlan. Trustee Kathy Fennelly was not present. Also in attendance were Anna Litten, library director, and Amanda Troha, assistant director. Mr. Quinlan shared open meeting law information as it pertains to remote meetings and read the Resolution Acknowledging Native Lands.

Community Time

Dana, a library student, thanked the Board for letting her observe the meeting.

Approval of January 10 Meeting Minutes (vote)

Ms. Hampe moved to approve the minutes of the January 10 Meeting. Mr. Delmolino seconded the motion. Under Guidance from the Attorney General's office, the Board held a roll call vote. Ms. Calvin voted aye, Mr. Gates voted aye, Mr. Quinlan voted aye, Ms. Radochia abstained.

Local Author Shelf Submission Policy (vote)

Ms. Litten presented a revised Local Author Shelf Submission policy, making items on the Local Author Shelf available for request via the Minuteman Library Network catalog. Mr. Delmolino moved to approve the revised Local Author Shelf Submission Policy. Ms. Hampe seconded the motion. The Board held a roll call vote. Ms. Calvin voted aye, Mr. Gates voted aye, Ms. Radochia voted aye, Mr. Quinlan voted aye. The Board approved the revised Local Author Shelf Submission Policy.

Community Participation in Library Trustee Meetings Policy (vote)

Ms. Litten discussed the Community Participation in Library Trustee Meetings Policy and suggested removing this policy because of its redundancy. The Board discussed the policy, Open Meeting Law requirements, and requested that Ms. Litten seek additional information from Town Counsel. No vote was taken.

Winfield Robbins Art Prints Working Group Update

Ms. Hampe presented an update on the Winfield Robbins Art Prints including the auction and sale of several prints. Ms. Hampe clarified that Town Counsel will be able to petition the Attorney General's office to dissolve the Art Print Trust after the collection is held by the library.

FY24 Budget Update

Ms. Litten shared that the FY24 Town Manager's Budget submitted to the Select Board on January 13 included the library's full personnel, operating, and capital request for FY24.

MBLC Construction Grant Round

Ms. Litten attended an information session on the 2023-2024 MBLC Construction Grant Round. A letter of intent is due on April 28. The Board will be required to launch a building program to support the full application, due in May, 2024. The Town will be required to appropriate \$150,000 for design and planning at Town Meeting in April, 2024. The Board discussed the 2017 building program work and what steps are necessary to develop a full building program for May, 2024.

Library Advocacy Strategy

Ms. Litten explained her Library Advocacy Strategy Document. The Board discussed library stakeholders. Ms. Litten discussed tools for library advocacy. She discussed creating a more powerful impact report and a one-page visual report. The Board discussed work to support the director in this work.

Library Legislative Day Update

Ms. Litten shared the MBLC legislative agenda for Library Legislative Day on March 15, 2023 and discussed unfair e-book pricing. Ms. Litten will share the schedule of meetings with Representative Garballey and Roger and Senator Friedman.

Public Safety and Library Events

Ms. Litten discussed her meeting with Chief Flaherty regarding public safety during library events. They had a conversation about being prepared for safety issues during library programs and specifically supporting Pride Prom.

Director's Report

The Board discussed the Director's Report. Ms. Litten highlighted shifting funds away from underperforming collections such as CDs and playaways.

Foundation Liaison Update

Ms. Calvin reported that the ALF approved a new board member, Emre Evren. Mr. Evren has experience with a capital campaign for a library building project. The Foundation is exceeding its monetary goals with the majority of its donations coming in December. The ALF is continuing work on the donor recognition wall and the Foundation met with the Friends of the Robbins Library to discuss this issue.

Friends Liaison Updates

Ms. Radochia reported on the Friends of Robbins Library. The Friends discussed their upcoming programs including the Children's Book Sale and the concert series. Music in Bloom has been canceled. Ms. Litten and Ms. Troha met with Scott Weaver, chair of Friends of the Fox. Ms. Litten looks forward to reconnecting with the Friends of Fox.

Communications and Announcements

Ms. Litten asked on behalf of Office Manager Liz Dellanno if the Board wishes to continue using Docusign to sign the invoice cover sheet. Ms. Hampe discussed the Poet Laureate event.

Unanticipated Items

There were no unanticipated items.

Date of Next Meeting: March 14, 2023

Adjournment (vote)

Ms. Delmolino motioned to adjourn. The Board held a roll call vote. Ms. Calvin voted aye, Mr. Gates voted aye, Ms. Hampe voted aye, Ms. Radochia voted aye, Mr. Quinlan voted aye. The meeting adjourned at 9:10 p.m.

Materials Distributed:

- February 14, 2023 Meeting Agenda
- January 10, 2023 Board of Library Trustees Meeting Minutes
- Local Author Shelf Submission Policy with Revisions
- Community Participation in Library Trustees Meeting Policy
- Library Advocacy Guide Document
- Arlington Libraries Cooperative Network, Sept. 2018
- Library Director's Report, January 2023 with Circulation Report